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Chief, Support Staff

~~CONFIDENTIAL~~

13 August 1952

Administrative Officer, OTR

Weekly Activity Report

1. ITEMS OF ADMINISTRATIVE INTEREST

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a. An agreement with [] incorporating language and area and language training, has been prepared by the OTR Budget, Finance, and Fiscal Officer and has been submitted to Comptroller for concurrence.

b. The OTR budget hearing has been scheduled for Thursday, 14 August 1952, at 1500.

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c. Meeting was held with Finance Division and Administrative Officer, [] concerning the financial procedures to be used []

d. Status of leave balances:

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[]

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25 YEAR RE-REVIEW

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